

UNITED STATES DISTRICT COURT DISTRICT OF MINNESOTA (Rev. 12/2016)			TRANSCRIPT ORDER <i>CJA counsel please complete an AUTH24 in CJA eVoucher</i> <i>Please read instructions on next page.</i>						COURT USE ONLY NOTES:			
1a. CONTACT PERSON FOR THIS ORDER			2a. CONTACT PHONE NUMBER				3. CONTACT EMAIL ADDRESS					
1b. ATTORNEY NAME (if different)			2b. ATTORNEY PHONE NUMBER				3. ATTORNEY EMAIL ADDRESS					
4. MAILING ADDRESS (INCLUDE LAW FIRM NAME, IF APPLICABLE)						5. CASE NAME (Include defendant number, for criminal cases only)			6. CASE NUMBER			
						8. THIS TRANSCRIPT ORDER IS FOR (CHECK ALL THAT APPLY):					CJA: <u>Do not use this form; use AUTH24</u> in CJA.	
7. COURT REPORTER NAME, if applicable						<input type="checkbox"/> APPEAL <input type="checkbox"/> CRIMINAL <input type="checkbox"/> In forma pauperis (NOTE: Court order for TRANSCRIPTS must be attached) <input type="checkbox"/> NON-APPEAL <input type="checkbox"/> CIVIL <input type="checkbox"/> Standing Order (e.g. MDL)						
9. TRANSCRIPT(S) REQUESTED (Specify portion(s) and date(s) of proceeding(s) for which transcript is requested), format(s) & quantity and delivery type:												
a. HEARING(S) (OR PORTIONS OF HEARINGS)			b. SELECT FORMAT(S) <i>NOTE: ECF access is included.</i>				c. DELIVERY TYPE					
DATE	JUDGE (initials)	PORTION If requesting less than full hearing, specify portion (e.g. witness or time)	PDF (email)	TEXT/ASCII (email)	PAPER	CONDENSED	ORDINARY (30-day)	14-Day	EXPEDITED (7-day)	DAILY (Next day)	HOURLY (2 hrs)	REALTIME
10. ADDITIONAL COMMENTS, INSTRUCTIONS, QUESTIONS, ETC:												
ORDER & CERTIFICATION (11. & 12.) By signing below, I certify that I will pay all charges (deposit plus additional).										12. DATE		
11. SIGNATURE												